

DATE: February 18, 2022
 TO: Lafayette College Safety Committee Members
 FROM: Matt Hammerstone
 SUBJECT: **February 2022 Safety Committee Minutes**
 MEETING DATE: Wednesday, February 9, 2022
 MEETING TIME: 2:00 PM – 3:00 PM
 LOCATION: Public Safety – 901 Bushkill Drive and Google Meet

Sign-in Sheet (quorum 51%)					
Member	Initials	Member	Initials	Guest/Consultant	Initials
Nathan Breiner	No	Cristie Lazart	Yes	Ryan Snyder	Yes
Don Brinker	Yes	Bob Meyer	Yes		
Brittany Clouser	Yes	Christine Oliver	Yes		
Matt Hammerstone (Chair)	No	Cindy Pursel (Vice Chair)	Yes		
Karen Howell	Yes	Grace Reynolds	No		
Justin Kutzman	Yes				

- I. Review of Prior Meeting Minutes: Reviewed 1/12/2022 Minutes
- II. Recommendations Made at Meeting Refer to Table 1 – Recommendations List
- III. Review of All Accidents, Incidents and Near Misses: Refer to Table 2 – Campus Accidents
- IV. Review Building Inspections Conducted: Refer to Table 3 – Building Inspections Conducted
- V. Review of New/Old Business: Refer to Table 4 – New/Old Business
- VI. Next Meeting: **Wednesday, March 9, 2022, 2:00 to 3:00 p.m. – Public Safety Office and Google Meet**

Table 1 – Recommendations List

#	Recommendation	Responsibility	Assigned Date	Completion Date	Status
10.1 - 2019	Consider developing a policy/procedures for building access that addresses service contractors.	Matt Hammerstone	10/9/2019		Ryan Snyder provided an update on current procedures - absent of a formal policy/procedure, each department is responsible for contractors entering College buildings and site work on campus. Purchasing continues to work towards signing master service agreements with commonly used contractors on campus. MSAs include guidelines for background checks, insurance, building access, and requires contractors to have approval for entry.
10.1 - 2021	Consider installing bike storage rack near Pierce Street entrance to APK.	Karen Howell	10/13/2021		

Table 2 - Campus Accidents January 8, 2022 through February 6, 2022

INCIDENT DATE	DEPARTMENT	TASK	ACT	BUILDING	BODY PART	TYPE	CLASS
1/18/2022	Public Safety	Walking across parking lot	Slipped on ice/snow and fell while walking across parking lot	Lerch House Parking Lot	Whole body	Strain	Record Only
1/18/2022	Engineering	Moving safety blockade	Slipped on ice/snow and fell while walking around north side of Acopian	Driveway behind Acopian	Right elbow	Contusion	Record Only
1/18/2022	Custodial	Pulling trash	Strained upper back/shoulder while pulling trash bag from can	Keefe Hall	Upper back, left shoulder, and neck	Strain	Medical

Table 3 – Buildings Inspected

Building	Notes
March Hall	Inspected with Easton health officer
Soles Hall	
Gates Hall	
McKeen Hall	

Building	Notes
Ramer Hall	
Farber Hall	

Table 4 – New/Old Business

Item	New/Old	Notes
Follow up with Facilities about shoe for crews program and snow/ice cleats.		Facilities Operations has contracted with a vendor to provide safety shoes for employees.